MULTIMEDIA UNIVERSITY ®

STUDENT ID NO

MULTIMEDIA UNIVERSITY

FINAL EXAMINATION

TRIMESTER 2, 2017 / 2018

PLT0014 – UNIVERSITY LEARNING TECHNIQUES

(All Sections)

2 MARCH 2018
9.00 a.m. – 11.00 a.m.
(2 Hours)

INSTRUCTIONS TO STUDENT

1. This question paper consists of **THREE (3)** pages with 4 questions only.
2. Attempt **ALL** questions.
3. Write your answers in the Answer Booklet.

QUESTION 1 [20 MARKS]

a. Briefly state what is meant by SMART goals. (5 marks)

b. Students can prioritise their time into 4 different categories. Briefly state and explain the **FOUR (4)** categories? (8 marks)

c. i. Briefly explain the difference between auditory learners and visual learners. (2 marks)

ii. Sam is a visual learner. Suggest **FIVE (5)** learning strategies that would suit Sam. (5 marks)

QUESTION 2 [30 MARKS]

a. Explain **FOUR (4)** reasons why students should take lecture notes. (12 marks)

b. Read the following excerpt from Professor Jay's lecture. Come up with lecture notes based on the informal outline method. (18 marks)

"Good morning everyone. Today we will be continuing our lecture on the chapter, which is group decision making whereby we will be looking into the topic of group decision making techniques. Now, the most common form of group decision making takes place in what is termed as interacting groups. Here members would meet face to face and rely on both verbal and nonverbal interaction to communicate. But, as our discussion of groupthink demonstrated, interacting group often censor themselves and pressure individual members toward conformity of opinion. The other methods such as brainstorming, the nominal group technique and electronic meetings can reduce problems inherent in the traditional interacting group. Now let's look at brainstorming. What is brainstorming? It is actually an idea-generation process that specifically encourages and all alternatives while withholding any criticism of those alternatives. In a typical brainstorming session, a half-dozen to a dozen people sit around a table. The group leader states the problem in a clear manner so that all participants understand. Members then freewheel as many alternatives as they can in a given length of time. To encourage members to think out of the box, no criticisms are allowed, even of the most bizarre suggestions. All ideas are then recorded for later discussion and analysis. Even though brainstorming allows members to freely generate ideas, it has been argued to be rather inefficient. Why is this so? It has been said that when people are generating ideas in a group, many are talking at once, which blocks the thought process and eventually impedes the sharing of ideas. That is why the other two techniques – nominal group technique and electronic meeting – go further than brainstorming by helping groups arrive at a preferred solution. The nominal group technique restricts discussion or interpersonal communication during the decision-making process, hence the term nominal. Group members are physical present, as in a traditional committee meeting, but they operate independently. In order for decisions to be made in this strategy, several steps need to be taken. First and foremost, before any discussion takes place, each member independently writes down ideas on the problem. Then, each member presents one idea to the group. At this stage, no discussion takes place until all ideas have been presented and recorded. After that, the group discusses the ideas for clarity and evaluates them. Finally, each group member silently and independently rank-orders the ideas. The idea with the highest aggregate ranking determines the final decision. Now, moving on to the next group decision-making strategy which is..."

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QUESTION 3 [30 MARKS]

a. Read the following statements. Write F if the statement is a FACT and O if the statement is an OPINION.

i. Several studies conducted by renowned archaeologists have revealed that there may have been other living beings other than dinosaurs earth.

ii. According to Vogue magazine, most European women have been said to be very articulate compared to Asian women.

iii. Boys relatively mature later than girls – thus making them vulnerable to poor judgments.

iv. Students who spend at least 4 hours of self-studying in a day generally perform better than those who do not.

v. According to reports by Bernama, graduates who lack soft skills and good English language proficiency will most likely find it difficult to secure jobs with the first 6 months upon graduation.

(10 marks)

b. Read the following statements. Write T if the statement is TRUE and F if the statement is FALSE.

i. An inference is an accurate guess based on facts you see.

ii. One way to identify the author's purpose is to consider the source of the material.

iii. "He is the Einstein in the family" is an example of cliché.

iv. Denotative meanings of words refer to the standard meaning of words as listed in the dictionary.

v. "The flowers are dancing in the breeze" is an example of personification.

(10 marks)

c. Read the following situations. What can you infer from the situations?

i. Jack is sitting at his study table. There are piles of books and papers everywhere and he is frantically typing something on his laptop. Every few minutes he will quickly look through the books. He looks agitated and keeps looking at his watch.

ii. Danny has a bruise on his forehead. He is sitting outside the principal's office while two other boys are in the principal's office. Both boys were standing with their heads down as the principal said something to them. The principal did not look very happy. Danny in the meantime was quietly sobbing and kept rubbing his forehead.

iii. Anita just left the exam hall. She left the hall early. She had a smile on her face as she picked up her bag and files outside the exam hall.

iv. A man and a woman are sitting on a bench in the park. The woman has her arms folded and has her back to the man. The man is seated on the other end of the bench and he too has his back to the woman.

v. A boy is wandering the streets. His hair is a mess and his clothes are tattered. He is wearing slippers and is carrying a plastic bag with a few pieces of torn clothes and a small pillow in it. (10 marks)

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QUESTION 4 [20 MARKS]

a. Read and paraphrase the following short paragraphs.

i. Most businesses have moved away from the conventional ways of marketing. These days, the usage of social media as a marketing tool has started gaining popularity. More and more businesses have turned to Instagram, Twitter and Facebook to put their products or services out there. This strategy is mostly common among the younger generation of entrepreneurs.

ii. According to studies, it has been discovered that most young graduates who are not able to secure jobs upon graduation are those who have poor soft skills and poor English language proficiency. In order to overcome the problem of unemployability among graduates, the government has initiated a program to re-train the graduates in the above-mentioned areas to make them more marketable. So far, the efforts put forth by the government has proven to be futile as soft-skills and language proficiency cannot be learned in a matter of months.

iii. The floods that hit the east coast of Malaysia mid last month has caused massive destruction in most areas. A total of 500 families lost their homes and belongings. It would take months or even years for these families to get back on their feet. They need to rebuild homes and start from scratch. In order to assist these flood victims, NGOs have started collecting donations and asking assistance from volunteers all over the nation.

iv. Exercising at least three times a week has proven to be beneficial in many ways. In a recent study conducted by a group of fitness instructors, it was discovered that people who exercise 45 minutes, three times a week tend to be able to focus on their jobs, have better immune systems and are relatively happier. Regular exercise also plays a crucial role in building and maintaining strong muscles and bones. One surprising discovery is exercise can actually make you smarter as the physical activities performed promote the flow of blood and oxygen to the brain.

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